

12-14-2017 DECEMBER REGULAR MEETING

Present:

Councilman Cheryl L. Earl
Councilman Leonard R. Hochadel
Councilman Douglas J. Morrell
Councilman Mandy Quinn-Stojek
Supervisor Beverly A. Gambino

Also Present:

Highway Superintendent Donald Hopkins
Town Clerk Jennifer L. Bray
Approx. 15 guests

Supervisor Gambino called the meeting to order at 6:30 PM. Then she asked Veteran Tony Korcz to lead everyone in the Pledge to the Flag.

The Supervisor stated that there were two sets of minutes from November to be approved. The first was from the Budget Public Hearing held on November 9th and the other was for the November 9th Regular board meeting. **On a motion by Quinn, seconded by Morrell, both sets of the minutes were approved as submitted. Carried, 5 ayes, 0 noes.**

The Supervisor stated that the next item on the agenda was for approval of the bills for payment. **On a motion by Hochadel, seconded by Earl, Warrant #12 of 2017, including vouchers #648 through #706, totaling \$40,971.03, of which \$14,943.07 was for the General Fund, \$20,316.06 was for the Highway Fund, \$4,428.46 was for the Fire Protection Fund and \$1,283.44 was for the Street Lighting Fund was approved for payment. Carried, 5 ayes, 0 noes.**

Departmental Reports were as follows:

Councilman Earl thanked everyone for working with her the last eight years and stated that she had learned a lot in that time.

Councilman Hochadel stated that he had not attended the Springville Control meeting last month due to having knee surgery. He thanked everyone who had set him well wishes and get well cards. He also stated that he had call John Mills to thank him for the work that was done on Savage Rd. this year and was still trying to get something done with Middle Rd. He then wish everyone Happy Holiday's.

Councilman Morrell thanked Councilman Earl for her service over that last eight years and wished everyone Happy Holliday's as well.

Councilman Quinn had nothing to report but wished everyone Happy Holliday's.

Supervisor stated that Friday night Recreation would be starting back up on January 5, 2018 as the gym floor will be completely dry by then. She noted that the floor is done if anyone wanted to look at it but that it could not be walked on yet. Next Supervisor Gambino stated that Chris Warner had given her a request by Tracy Hopkins to use the Gym for a birthday party on January 6th, 2018. Councilman Earl stated as long as she provides a certificate of insurance she had no problem with it. **Therefor on a motion from Earl, seconded by Hochadel, Tracy Hopkins was given permission to use the gym on January 6th, 2018 pending receipt of a certificate of insurance. Carried, 5 ayes, 0 noes.** Lastly Supervisor Gambino stated that not all people stick it out and come to the last few meeting of their term but Councilman Earl did. She then presented Councilman Earl with a plaque in honor of her eight years of service to the Town.

Highway Superintendent Hopkins then reported that the only item that he had to discuss was the new snowplow truck. He stated that per Town Board Approval in October he has been working on getting information and pricing on it. He also noted that the town board had added the funds for the new truck in the 2018 budget. He noted that he and Mark Bray had been to a truck and equipment show in Syracuse. They were able to look at many different options for trucks, sanders, plows, plow wings and other equipment. He stated that he was able to get five quotes from four different manufactures. All of which were from contracts with other counties. The quotes and warranties were as follows:

Kenworth	\$138,840.00	5 year warranty
Peterbuilt	\$135,558.00	5 year warranty
International	\$134,363.00	5 year warranty
Western Star	\$130,359.00	5 year warranty
Western Star	\$136,319.00	7 year warranty

He then noted that Western Star was the only one who offered a seven year warranty and that also included a towing package as well. He noted that the Western Star was an 8 speed with an automatic transmission and the price was based off a Cattaraugus County bid. Mr. Hopkins stated the Mark Bray had test drove one in the Town of Wales and was pleased with how it preformed. Councilman Earl asked if these prices included the box, plows, sanders and other equipment. Mr. Hopkins stated that they did not

and that he had a separate bid for that and that it is based off of an Oneida County bid. He stated the total for that bid is \$91,590.10. This would include a steel box, sanders, plows lights and other needed equipment. Mr. Hopkins stated if the board went with the Western Star the total for a complete truck would be approximately \$240,000.00. Councilman Earl said she was leaning towards the Western Star with the seven year warranty. Councilman Hochadel agreed. **Therefor on a motion from Hochadel, seconded by Quinn, the Board agreed to accept the bid from Fleet Maintenance, Inc. for a 2019 Western Star with a seven year warranty per Cattaraugus County bid at a cost of \$136,319.00. Carried, 5 ayes, 0 noes.** Next the Board agreed on the purchase of the truck body and plow equipment. **On a motion from Earl, seconded by Quinn, the Board agreed to accept the bid from Viking Cives for the truck box and plow equipment from the Oneida County bid at a cost of \$91,590.10. Carried, 5 ayes, 0 noes.** Lastly Superintendent Hopkins thanked Councilman Earl for all of her work and help to the highway department over the last eight years.

Supervisor Gambino then moved to the remaining items on the agenda. She stated that the first item was for approval of funds for the Kiwanis Christmas dinner for the senior citizens. She noted that they had already had the dinner but hadn't asked for the donation until after. **Therefor the following resolution, to be known as Resolution #34 of 2017, was moved for adoption by Earl, seconded by Morrell:**

RESOLUTION #34 – 2017

APPROVAL OF FUNDS FOR KIWANIS CHRISTMAS DINNER FOR SARDINIA SENIORS

WHEREAS, the Sardinia Town Board has received a request for reimbursement for a dinner the Chaffee-Sardinia Kiwanis Club hosted for the Sardinia Seniors Christmas Dinner in the amount of \$900.00, and

WHEREAS, the budget line for the Sardinia Seniors is more than adequate to cover this expense, and

NOW, THEREFORE, BE IT RESOLVED, the Sardinia Town Board approves the amount of \$900.00 to the Chaffee-Sardinia Kiwanis organization for reimbursement of the Sardinia Seniors Christmas Dinner, and,

Be it so resolved,

Upon roll call vote: Earl, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.

Supervisor Gambino stated the next resolution was for approval for current fireman Brian Benstead, who has moved out of Sardinia, to remain a fireman with the Chaffee Sardinia Fire Company as an out of town member. **Therefor the following resolution, to be known as Resolution #35 of 2017, was moved for adoption by Hochadel, seconded by Earl:**

RESOLUTION #35 – 2017

APPROVAL OF REQUEST TO REMAIN AN ACTIVE MEMBER OF CHAFFEE-SARDINIA FIRE COMPANY

WHEREAS, As per NY State Not-For-Profit Company Law Article 7, Section 1402(c)(3), Town Board approval is required for Fire Company members who reside outside of the Town of Sardinia, and

WHEREAS, current member Mr. Brian J. Benstead recently moved and currently resides in the Town of Holland (8176 Olean Rd. Holland, NY). and

WHEREAS, Mr. Benstead has been a member in good standing for over 21 years. He is also a full time training instructor with the NY State Office of Fire Prevention and Control, and

WHEREAS, the Chaffee-Sardinia Fire Company highly recommends and respectfully requests Town Board approval for Mr. Benstead to remain an active member.

NOW, THEREFORE, BE IT RESOLVED, the Sardinia Town Board approves that Mr. Brian J. Benstead remain an active member of the Chaffee-Sardinia Fire Company

Be it so resolved,

Upon roll call vote: Earl, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.

Supervisor Gambino then stated that the following resolution was to set up a reserve fund for the highway department. She stated that at the 2018 Budget work session the Board had discussed setting up an equipment fund for the highway department so that as equipment and trucks need to be replace the money is already there and it's not as big of a hit to the budget. After a brief discussion the board agreed to set the annual amount for the fund at \$35,000. 00. **Therefor the following resolution, to be known as Resolution #36 of 2017, was moved for adoption by Earl, seconded by Hochadel:**

RESOLUTION #36 – 2017

RESOLUTION ESTABLISHING THE HIGHWAY DEPARTMENT VEHICLE AND EQUIPMENT REPLACEMENT RESERVE FUND OF THE TOWN OF SARDINIA UNDER SECTION 6-C OF THE GENERAL MUNICIPAL LAW

WHEREAS, the town Board of the town of Sardinia desires to establish a capital reserve fund for the replacement of highway department vehicles and equipment owned by the Town of Sardinia.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF SARDINIA, AS FOLLOWS:

- SECTION 1.** There be and hereby is established a capital reserve fund in the original amount of \$35,000.00 for the future acquisition of Highway Department replacement vehicles and equipment owned by the town of Sardinia.
- SECTION 2.** Such fund is to be known as the "Highway Department Vehicle and Equipment Replacement Reserve Fund of the Town of Sardinia".
- SECTION 3.** The estimated maximum cost of said acquisitions will be determined from time to time by action of the Town Board.
- SECTION 4.** That out of the surplus monies of the Town now on hand for the year 2017 and not otherwise appropriated, the sum of \$35,000.00 be and the same hereby is appropriated for the "Highway Department Vehicle and Equipment Replacement Reserve Fund of the Town of Sardinia" and the Supervisor of the Town is hereby authorized, empowered and directed to transfer from surplus funds of the Town the sum of \$35,000.00 to the fund.
- SECTION 5.** Such additional sums as may hereafter be appropriated shall become part of the fund.
- SECTION 6.** The monies in the fund shall be deposited in a separate bank account at Community Bank.
- SECTION 7.** The Supervisor, in her discretion, may invest the monies in the fund in the manner provided in section 11 of the General Municipal Law of the State of New York. Any interest earned or capital gains realized on the monies so deposited or invested shall accrue to and become part of the fund.
- SECTION 8.** No expenditure shall be made from this fund except by authorization of the Town Board of the Town of Sardinia pursuant to the provisions of Section 6-C of the General Municipal Law of the State of New York.
- SECTION 9.** This Resolution shall take effect immediately.

Be it so resolved,

Upon roll call vote: Earl, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.

Supervisor Gambino reported that the locks on the Town Hall had been changed and that the Town Clerk has the new keys. She stated now that was done that she felt it was time to do a new key policy. Supervisor Gambino stated Councilman Earl had worked out the new policy and asked her to explain. Councilman Earl stated that most if the policy was based on other town's policies and that anyone wishing to use the building for events would need to fill out a key use form as well as pay a \$50.00 key deposit that would be returned to them when the key is returned. That deposit would also be for any non-profit wishing to use the building. There was a brief discussion. **Then on a motion from Earl, seconded by Quinn, the following Key Policy was adopted by the Board. Carried, 5 ayes, 0 noes.**

Town of Sardinia

Town Hall Building Key Policy

Keys to the Town Hall and Town Highway and Recreation Facilities will be issued in order to protect the security of the Town Hall, its business offices, equipment and records, and to manage the use of the Town Hall under the following conditions:

1. Keys may be issued by the Town Clerk to the following elected officials for the duration of their term, employees during the duration of their employment, and contractors needing access to the Town Hall while contracted by the town:
 - A. All regular full and part time employees whose primary place of work is in the town building.
 - B. All members of the Town Board who wish to have a key.
 - C. With the approval of the Town Clerk, vendors and/or contractors who regularly access the town building after regular business hours including but not limited to the town's contract assessor and office cleaning company.
2. Keys may be issued to individuals on an "as needed" basis for official town meetings or special events, with the approval of the Town Clerk. All such keys will only be issued for the time necessary to access the building for a specific meeting or event. Individuals are not to retain town building keys on a long term or permanent basis.

3. Boards and Commissions using the building for meetings outside of normal business hours shall sign the access key out prior to the meeting and return it to the Town Clerk's office within 1 business day of said meeting.

4. General Terms and Conditions:

A. All town building keys are numbered and each individual will be responsible for the specific key issued to him/her. The Town Clerk's office will maintain the master key list indicating which key was issued to which person.

B. All individuals issued a key must return his/her key to the Town Clerk's Office upon separation from employment or expiration of his/her term or service. Final Payment may be withheld if key is not returned.

C. No employee shall lend their key to anyone else without the prior written permission of the Town Clerk.

Lastly Supervisor thank everyone for coming and noted that there was cookies and refreshments it anyone would like to stay after the meeting and have some.

There being no further business to come before the Board, on a motion by Earl, seconded by Quinn, the meeting was adjourned at 6:57 PM. Carried, 5 ayes, 0 noes.

Respectfully Submitted,

Town Clerk